

**Norris City Council Minutes  
Monday, February 10th, 2020**

**BE IT REMEMBERED THAT THE CITY OF NORRIS CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, FEBRUARY 10TH, 2020, AT 7:00 P.M. WITH THE FOLLOWING COUNCIL MEMBERS PRESENT: LARRY BEEMAN, BILL GRIEVE, RON HILL, CHRIS MITCHELL, AND LORETTA PAINTER.**

The meeting was called to order by Mayor Mitchell.

**HEAR THE PUBLIC**

Spencer Boardman, 112 Reservoir Rd., asked when repairs would be made to the sidewalk on Reservoir Rd. Water Superintendent Wilkerson stated repairs would be made as soon as weather allows. Mr. Boardman asked for an update about paving. He stated it had been mention at a previous Council meeting possibly borrowing money to pave all the City streets and he was wanting to know if there was an update. City Manager Hackler stated he and Public Works Director Kerry had surveyed all the City streets and he had received some estimates on the worst streets. The best option this year is to pave Dairypond Road and to look next year at a larger project.

Viralkumar Patel, Liquor Depot, 3354 Andersonville Hwy., asked about the recent change in the tax on the liquor store sales from 5% to 8%. City Recorder Parks stated it was a result of a recent distributor audit and the rate was based on population. City Manager Hackler will review this and report back to the Council. Mayor Mitchell asked Mr. Patel if he would like to give an update about his plans to improve the facade of his building. Mr. Patel stated work should begin possible this summer.

Robert Mays thanked the Police Dept., Fire Dept., and City Manager Hackler for their hospitality with the 5K Love Run that was held on February 8, 2020. The race had 109 runners with 77 runners finishing the race.

Michael Dobrogosz with the TVA gave an update on the Norris Engineering Laboratory Project. Mr. Dobrogosz stated they are one-half through the project and will begin hauling dirt to the landfill later this week and would continue for about 1 – 2 months. Trucks will be running on Monday thru Friday from 7:00 a.m. to 3:30 p.m. and on Saturday from 7:00 a.m. to 10:30 a.m. depending on weather. Mr. Dobrogosz also stated TVA had placed two steel plates to protect utility lines on the truck route. Mr. Dobrogosz stated they are fully aware they are causing the City some inconvenience and they will do what is necessary and proper to compensate the City at the end of the project.

Norris Volunteer Fire Chief Jeremy Carden introduced a new Volunteer Fireman, Cabel Nelson, and reported he had just completed the 64-hour fire school.

Norris Police Chief Mike Poole reported two police officers had recently been promoted. He recognized David Campbell promoted to Lieutenant and Rick Roach promoted to Sergeant.

### **APPROVAL OF MINUTES**

1. **The minutes of the January 13<sup>th</sup>, 2020 Council Meeting were presented for approval. Motion was made by Council Member Grieve to approve the minutes. Motion was seconded by Vice Mayor Beeman. Motion carried by voice vote.**

### **OLD BUSINESS**

2. **East Norris Sidewalk Grant** - City Manager Hackler reported approval for construction had been received. Advertising has begun and bids will be accepted until February 25, 2020. Construction must be completed on or before November 2020.
3. **Safe Routes to School Grant Status** – City Manager Hackler reported we are waiting on ROW and utility certification. Project needs to be completed by August 2020.
4. **TDOT SIA Contract** - City Manager Hackler reported no real change – survey crew should begin in February 2020.
5. **TDOT Property Option** - City Manager Hackler reported he had submitted the application to have the property donated for public use.

### **NEW BUSINESS**

6. **Proclamation** – City Manager Hackler read a Proclamation proclaiming Friday, March 6, 2020 to be Arbor Day in the City of Norris. Council Member Grieve invited everyone to attend the Arbor Day program at Norris Elementary Scholl on March 6, 2020.
7. **Budget Workshop Schedule** – City Manager Hackler reviewed proposed dates for the Budget Workshops. Budget Workshops will be held on April 24<sup>th</sup>, May 1<sup>st</sup>, and May 5<sup>th</sup> at 4 p.m. The final schedule will be presented at the March 9<sup>th</sup>, 2020 Council Meeting for final approval.
8. Mayor Mitchell stated the Waste Connection contract would be coming up for renewal in June 2020. Mayor Mitchell asked Conservation and Recycle Commission Member George Miceli to have the commission review the current contract for possible changes and make recommendations on what makes sense for Norris.
9. Mayor Mitchell asked City Manager Hackler to review increasing property taxes to cover the monthly Refuse billing and report back to Council.

## 10. CITY MANAGER REPORT

City Manager Hackler reported on the following:

- 1) City Budget – as of 1-31-20 property tax collection is on track at 98.4%. Total expenses are 49.3%.
  - 2) Water Budget – as of 1-31-20 total expenses are 52.7%.
  - 3) Planning Workshops began on January 11, 2020. The initial meeting resulted in an action to Develop a vision statement for Norris Characteristics that will be maintained. Water Commission Workshop schedule is TBD.
  - 4) Public Works Department activities include evaluation of city streets for paving needs. The recommendation is to pave Dairypond Road this fiscal year and develop a plan for financed larger scale paving in 2020-2021.
  - 5) City Office – new version of local government software training and installation has been Completed. Budget spreadsheets are being prepared for the 2020-2021 budget.
  - 6) Grant Updates were already discussed.
    - a. East Norris Sidewalk Grant – Approved for construction. Advertising has begun and proposals will be accepted until 2-25-20. Construction to be completed by November 2020.
    - b. Safe Routes to Schools Grant – Have new contacts for McGill and Associates and TDOT. Pushing to gain approval for construction. Construction needs to be completed by Aug. 2020.
    - c. Sawmill Road SIA – Survey action should begin this month.
    - d. TDOT Surplus Property-Application has been sent and receipt confirmed.
  - 7) Police Depart. Promotions - David Campbell to Lieutenant and Rick Roach to Sergeant
  - 8) Water Commission – City Manager Hackler reported the Water Commission has a new technology opportunity – GPS Mapping of Utility Components and will be working on this in the coming months.
  - 9) Recent rain events resulted in a three-day total of over six inches of rain. The Police Dept. monitored the road conditions and Public Works set road blocks, cleared storm drains, and patched a roof leak at the Community Building. The Water Department staff worked almost around the clock on water purification and sewer discharges to maintain system functions.
  - 10) Steel plates have been placed at the intersection of Orchard and West Norris Road to protect underground water lines in preparation for soil relocation from the TVA Lab on Pine Road.
  - 11) See attached City Manager Report.
11. Accounts Payable, Minutes, and Reports - Mayor Mitchell asked Council for questions or comments concerning accounts payable, minutes, and/or reports. There were no questions or comments.

12. Motion was made by Council Member Hill to adjourn. Motion was seconded by Council Member Grieve. Motion carried by voice vote at 8:20 p.m.



---

Scott Hackler, City Manager



---

Janet Parks, City Recorder

To: Norris City Council  
From: Scott Hackler  
Date: 2-10-2020  
Re: City Manager's Report

---

1. City Budget as of 2-4-20. Property tax collection is on track at 98.4%. Total Expense is 49.3% at 58% of the FY. Areas trending high are: Public Works Vehicle Maintenance 91% of \$5K. Watershed planned activities exceed planned funds. A watershed workshop is scheduled to finish this year and plan next year.
2. Water Budget as of 2-4-19. The water/sewer revenue is 63% at 58% of the FY. Budget total expense is 52.7% at 58% of the FY.
3. Planning Workshops - began Saturday 11 January at 10:00. The initial meeting resulted in an action to develop a vision statement for Norris Characteristics that will be maintained. Once finalized with additional input from a more diverse population, we will evaluate opportunities for short term improvements. Water Commission workshop schedule is TBD.
4. Public Works activities include a thorough evaluation of city streets for paving needs. The recommendation is to pave Dairypond Road this FY and develop a plan for financed larger scale paving in the 20/21 budget.
5. City Office, new version of local government software training and installation performed. Budget spreadsheets are being prepared for 20-21 budget planning.
6. Grant Updates
  - a. East Norris Sidewalk Grant – Approval for construction. Advertising has begun and proposals will be accepted until 2-25-20. Construction to be completed on or before November 2020.
  - b. Safe Routes to Schools Grant –New Contacts for McGill and Associates and TDOT. Pushing to gain approval for construction. Construction needs to be completed on or before August 2020.
  - c. Sawmill Road SIA – Surveying is expected this month.
  - d. TDOT Surplus Property application has been sent and receipt confirmed.
7. Police promotions includes:
  - a. David Campbell – Lieutenant
  - b. Rick Roach – Sergeant
8. Water Commission New Technology – GPS Mapping of Utility Components – GIS Mapping Needs
9. Recent rain event resulted in a three-day total of over six inches of rain. The Police Department monitored road conditions and placed traffic cones during the night. Public Works set road blocks, cleared storm drains and patched a roof leak at the Community Building. The Water Department staff worked almost around the clock on water purification and sewer discharges to maintain system functions.
10. Steel plates have been placed at the intersection of Orchard Road and West Norris Road to protect underground water lines in preparation for soil relocation from the TVA Engineering Lab on Pine Road.